



**CITY OF CORONA
PUBLIC WORKS DEPARTMENT**

May 9, 2018

SUBJECT: Request for Proposal, RFP 18-046CA

**Addendum No. 1
Environmental, Right-of-Way & Engineering Design Services for
McKinley Street Grade Separation City of Corona Project No. 2012-12**

This Addendum No. 1 to the subject Request for Proposal (RFP) provides a response to questions received and modifies certain RFP requirements. Please note the proposal due date and time remains unchanged.

All provisions of and attachments to this Addendum No. 1 are hereby incorporated by reference into the subject RFP. Proposers shall account for all provisions pursuant to this Addendum No. 1 in submitting their proposals. Each consultant shall acknowledge receipt of this Addendum in their proposal.

1. Questions and Answers:

Question: Will right of way be bid out separately for this project? Also, how can we be added to the vendor list for right of way consultant services?

Answer: Yes. The CITY will contract with a separate third-party consultant as stated in the RFP. Right-of-Way Engineering is part of the Design Services.

Bids and RFPs, as available, are posted on the City's website at <https://www.coronaca.gov/i-want-to/rfp-posts-list>. Consultants may also register as a potential City of Corona vendor on the Purchasing Division's webpage by completing the Vendor Registration Form which can be accessed from the following link:

<https://www.coronaca.gov/government/departments-divisions/purchasing/vendors>.

All information provided to the City is subject to the California Public Records Act (Government Code Section 6250 et seq.).

Question: Due to the complexity of the project, will the City consider extending the proposal deadline for two more weeks? This will give the prospective

proposers more time to evaluate project alternatives that eventually benefit the City.

Answer: Due to the tight Project delivery deadline , the City is not be able to extend the proposal due date.

Question: Regarding Section V, C of the RFP (Insurance), does “evidence of ability to provide insurance in the amounts and with coverages required” need to be included within the proposal, or can this evidence be provided at time of award?

Answer: The Consultant shall submit within the proposal evidence of ability to provide insurance in the amounts and with coverages required pursuant to Section VII Form of Agreement, subsection 3.2.10 Insurance et seq.

Question: Regarding Section V, B of the RFP (Licensing & Certification Requirements), please indicate the types of licenses and/or certification copies that are required to be submitted within the proposal.

Answer: Consultant and subs shall include within the proposal (could be appendix) all licenses and/or certifications required by law, statute, code or ordinance in performing under the scope and specifications of this RFP are currently held by Consultant and are valid and in full force and effect. Example would be the Professional Engineer licenses for team members, Landscape Architect license, Surveyor’s License etc.

2. CITY CHANGES

CITY Change No. 1: Section III, “EVALUATION AND AWARD”, A.4, “Staffing and Project Organization” (page 4 of 6) shall be amended to add article “d.” as follows:

- d. Consultant shall submit with their Proposal a schedule that indicates anticipated milestones, major activities, receipt of secured permits and agreements, and deliverables to meet the Project deadline. The time of delivery or performance is an essential contract element and shall be clearly stated in the Proposal. An Evaluation Committee will review the Proposal to ensure that delivery and performance schedules are realistic and meet the requirements of the Project. The detailed information furnished by the Consultant shall include reasonable allowances for periods of time required for the review and comment of the City’s Representative and for submittals to authorities having jurisdiction over the Project.

CITY Change No. 2: Section IV, “Project Description & Scope of Work”, C., Project Schedule (Critical Path Method Schedule) (page 18 of 23), is deleted in its entirety and replaced with the following:

Within two (2) weeks from the Notice to Proceed (NTP), the Consultant shall provide a detailed schedule, using project management software Microsoft Project, of anticipated services to meet the Scope of Work. The design schedule shall encompass the period from the Notice-To-Proceed (NTP) of design through the completion of advertising for construction. Provide a schedule using calendar days with a list of tasks and sub-tasks, milestones, major activities and deliverables, including agencies’ review time (assume 4 weeks for Caltrans review and agency review of each submittal package), submittal and issuance of needed permits. Consultant’s proposal shall specifically explain in detail how the Consultant will maintain the design schedule. The Consultant shall update the design schedule monthly and prepare a narrative that discusses the Consultant’s progress during the updating period. The schedule and progress report shall be submitted monthly, one week prior to the progress meeting. If the Consultant decides to request an extension of time due to delays or changes in work scope, the Consultant must notify the City in writing within five (5) calendar days of the delay or change. The City will review the Consultant’s request and, if appropriate, extend the time of performance. If the City determines that the Consultant is not entitled to a time extension, the Consultant will be obligated to complete the remaining work within the current time of performance.

If, in the City’s opinion, the Consultant has failed to perform the design tasks in a timely manner, or, if the Consultant’s schedule shows the design effort to be more than 30 days behind schedule, the City will request the Consultant to submit a recovery schedule to show how the Consultant plans to complete the project within the time of performance. Adjustments will be made, as necessary, due to changing circumstances. Plans submitted to the City that are incomplete shall be returned to the Consultant unchecked and the Consultant will be expected to maintain the Project delivery schedule at no additional cost to the City. Consultant shall be familiar with Caltrans’ plan check submittal procedures and timelines and shall schedule plan check submittals to maintain the Project schedule.

Anticipated Schedule for delivery of the McKinley Grade Separation shall be as follows:

Scope of Work & Services	Anticipated Completion Date
Design, Environmental Studies, Right-of-Way Engineering and Acquisition, receipt of required Permits and Utilities Relocation	March’ 2020
Advertising for Construction	June’ 2020
Start Construction	October’ 2020
Construction Completion	December’ 2022
Close-out & Final Billing	March’ 2023

CITY Change No. 3: SECTION VI, “PRICE FORM”, shall be deleted from this Request for Proposals and is replaced with the Consultant Information & Addenda Acknowledgment Form. The top-ranked consultant(s) will be requested to submit a cost proposal. After review of the cost proposal, the City will begin negotiations with the most qualified consultant. If agreement cannot be reached, negotiations may proceed with the next most qualified Consultant. The goal of negotiations is to agree on a final contract that delivers the services, and products required at a fair and reasonable cost to the City. Once negotiations are complete and an award is recommended, The City will also request that the Consultant fee proposal be presented in format of a quarterly cash flow depicting the anticipated monthly payment schedule for services rendered.

Linda Bazmi

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EXHIBIT A

SECTION VI.

CONSULTANT INFORMATION & ADDENDA ACKNOWLEDGMENT FORM

REQUEST FOR PROPOSALS: **City of Corona Project No. 2012-12, RFP No. 18-046CA**

DESCRIPTION OF WORK: **Environmental, Right-of-Way & Engineering Design**
CONSULTANT'S NAME/ **Services for McKinley Grade Separation**
ADDRESS:

NAME/TELEPHONE NO. OF
AUTHORIZED REPRESENTATIVE

Please indicate any elements of the Technical Specifications which cannot be met by your firm.

Have you included in your proposal all requested informational items and forms? Yes / No
(circle one). If you answered "No", please explain: _____

Are you on the list of ineligible bidders or have you been or are you on any federal list of
debarred or suspended bidders? Yes / No.

This offer shall remain firm for 90 days from RFP close date.

Terms and conditions as set forth in this RFP apply to this proposal.

In signing this proposal, Consultant warrants that all certifications and documents requested herein are attached and properly completed and signed.

From time to time, the City may issue one or more addenda to this RFP. Below, please indicate all Addenda to this RFP received by your firm, and the date said Addenda was/were received.

Verification of Addenda Received:

Addenda No: _____ Received on: _____

Addenda No: _____ Received on: _____

Addenda No: _____ Received on: _____

AUTHORIZED SIGNATURE: _____

PRINT SIGNER'S NAME AND TITLE: _____

DATE SIGNED: _____

COMPANY NAME & ADDRESS: _____

PHONE: _____ EMAIL: _____

CONSULTANT OR SUBCONSULTANT'S DIR REGISTRATION NO(S):

Name

DIR Registration No.

Name

DIR Registration No.

Name

DIR Registration No.